

Neighborhoods and Housing Services Department Regulated Industries Division

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Checklist for a <u>new</u> taxicab, pedicab, livery or sightseeing driver's certificate

The applicant is required to bring copies of any documentation. Any copies made will have a 10 cent charge.

Driver's certificates will not be issued until all required documents have been received.

No Temporary Driver Certificates will be issued

In order to successfully receive a driver's certificate, you m	uet.
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1 Submit a completed vehicle for hire drivers certificate application
2 Submit \$50 for a background check (cash only)
3 Submit proof of your current driver's License. 76-103(a)(5).
 Submit proof of your Social Security Card and Immigration Documents – A copy of your United States immigration documents or residency documents if not born in the U.S. Sec. 76-37 ACCEPTABLE DOCUMENTS: US Passport (unexpired) Work Visa Resident Alien Card Certificate of US Citizenship
5 Schedule a day and time for an interview (no less than one week from the date of application)
 DAY OF INTERVIEW YOU WILL NEED: * Please contact your assigned Investigator if you are going to be more than 15 minutes late to your interview * * Without proper notification your interview will be canceled and you will need to reschedule * Submit a copy of your physical – A copy of your D.O.T. card or physical examination (must be within three (3))
 years of your application date) conducted by an M.D.; D.O.; or D.C. Sec. 76-108. 2 Submit a copy of your driving record from each State where you lived over the past 5 years as well as the State in which you currently live. You can obtain this information from the Department of Motor Vehicles (DMV)
Sec. 76-103(b)(6-9)
 Successfully complete a written examination. Note An applicant who fails the written examination may retake the examination once at no additional charge If the applicant fails the second test or any test thereafter; the person shall not be permitted to retake the test for 60 days after failure and for each additional test the applicant shall pay another application fee. Sec. 76-102 (d) & 76-103(d)
SIGHTSEEING ONLY:
1 Written Certification – certification form from the Permit Holder stating that the applicant is qualified and able to Safely drive horse-drawn vehicles under urban street traffic conditions. 76-102 (c)